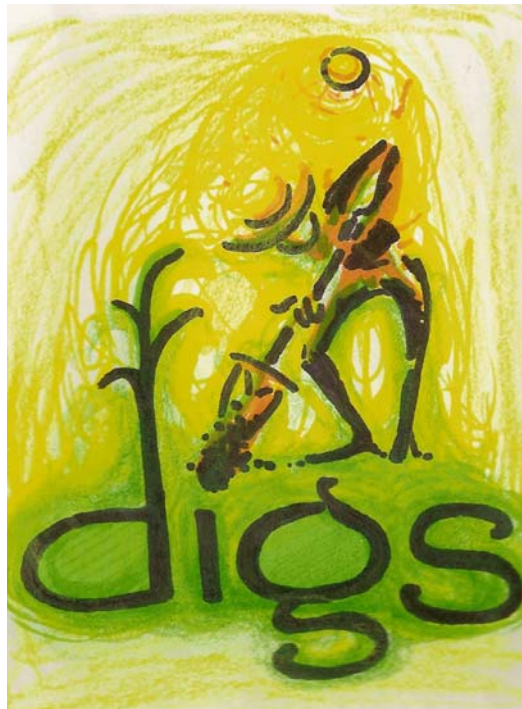


PROPOSAL FOR A  
**COMMUNITY GARDEN**  
ON PROTECTION ISLAND



**Submitted by:  
Douglas Island Garden Society  
March 20, 2007**

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## **BACKGROUND**

In 2006 a group of Protection Island residents called the Douglas Island Garden society (D.I.G.S.) decided to approach the City of Nanaimo with a proposal to build a community garden in Smugglers' Park. DIGS proposes that the garden be a joint venture between the City of Nanaimo and the residents of Protection Island. DIGS suggests that the City will provide capital funding and the island residents will provide donations in kind and labour.

The garden will be built in 3 phases:

- the capital cost for Phase 1: \$15,048.55 (include water hook-up and DIGS capital costs but excludes optional sewer, toilet and electricity)
- the capital cost for Phase 2 : \$2835.18
- the capital costs for Phase 3 : \$10,937.55.

## **MISSION STATEMENT**

Our purpose is to create a self regulating community garden on Protection Island that will promote organic gardening, contribute to community development, foster positive social interaction and increase environmental awareness.

## **OBJECTIVES**

1. Use a portion of Smugglers' Park for a community garden.
2. Establish a non- profit society which would administer the community garden and set out policies and procedures.
3. Design a garden which offers all the necessary amenities and includes space for community and private garden plots.
4. Set out a budget that includes contributions from municipal government and private organizations as well as contributions in kind and labour from the community.
5. Implement a phased construction plan with the first phase commencing in the spring of 2007.

## PROCESS

The following process was followed in the development of this proposal:

- DIGS incorporation and planning: began Spring, 2007
- DIGS Meeting with Lions members: February, 2007
- Public Meeting: February 19<sup>th</sup>, 2007 with over 30 people in attendance.
- Sign posted at Smuggler's park to identify potential project
- Proposal posted at several locations on Protection Island
- Survey: Over 369 home owners and residents were surveyed via mail and door to door surveys. 135 respondents submitted surveys with an excellent response rate of 37%!  
Survey results are as follows:

### Survey Results

	Returned by March 13th
<b>Total returned</b>	135
<b>In favour</b>	128.5
<b>Against (no)</b>	5.5
<b>Abstain</b>	1
<b>Want plot</b>	47
<b>Attend Social events at garden</b>	85
<b>Use garden as Community gathering spot</b>	88
<b>Use Children plot</b>	29
<b>Use Toilet</b>	53
<b>Use Compost</b>	52
<b>Use Notice board</b>	72

### Methods of Survey Return

<b>Filled in at meeting</b>	17
<b>Sent by mail</b>	214
<b>Door to door</b>	138

### Survey Comments

- buy produce
- rotate beds – 4    don't rotate – 1
- raffle/bid for lots    - pick lots
- green space? -move to field by Beacon House?
- share beds
- staged approach to building garden
- look at a compost toilet
- ½ beds perennial, ½ annual
- high beds for seniors –customizing beds
- maintenance? –coordinator/rules
- chipper/shredder
- tennis court
- dismantling – who is responsible?
- against toilet – 3
- more shade for sitting
- security – vandalism
- no treated wood
- asparagus, raspberries, strawberries
- garry oak eco system
- greenhouse
- fire hoses
- multi use court
- sunny areas/shade
- helicopter landing area
- well
- kids area
- will affect taxes
- dog running area
- upgrade bb court
- community building
- composting – rats
- light?

**BUDGET**

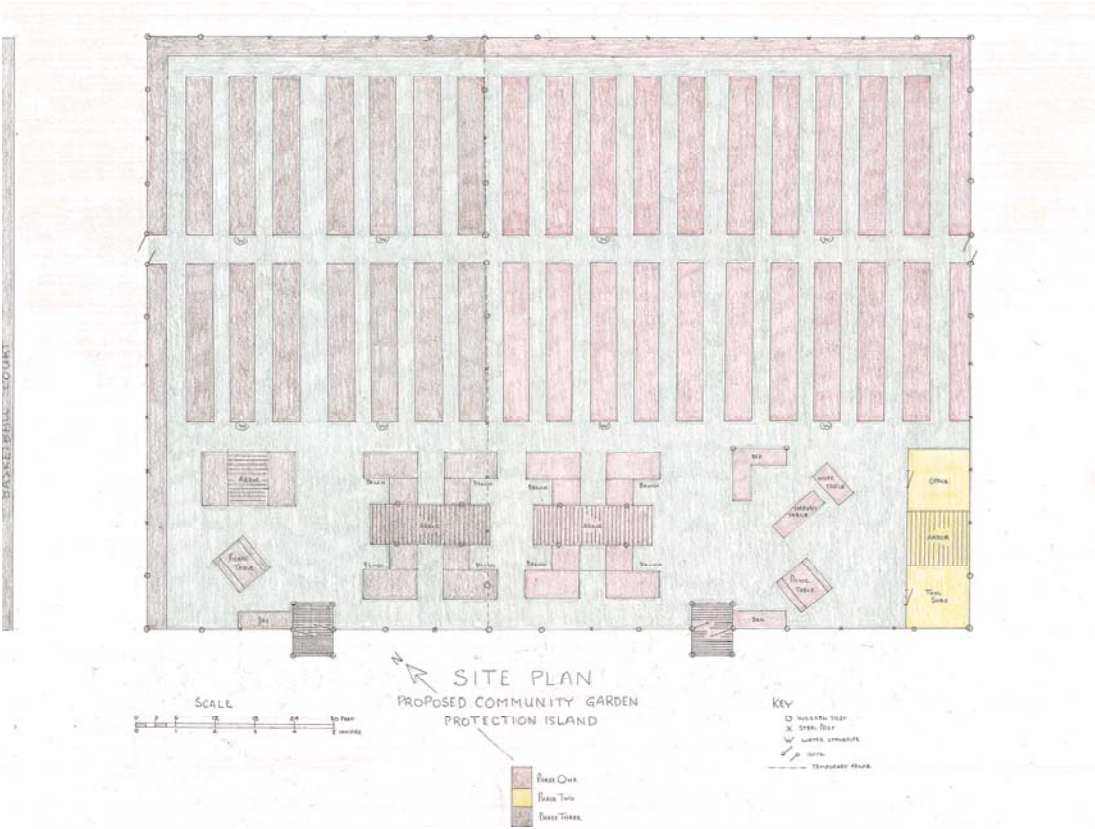
PHASE 1 (shown in red on plan below)

CITY CONTRIBUTIONS

Capital (see Appendix #1) – materials	\$11,048.55
Toilet Installation	6,000.00
Water Hookup	4,000.00
Electrical Hookup	2700
Administration - Registration and Incorporation	150.00
Utilities – Water and Sewer	_____
- Hydro	_____
TOTAL:	15048.55 (DIGS— garden and water) with up to 23,898.55 (other city amenities)

CONTRIBUTIONS BY DIGS

Labour – Construction (see Appendix #2)	\$ 4440.00
- Committee (see Appendix #2)	1280.00
Services – Small barge	500.00
- Trucking	200.00
Membership	630.00



**BUDGET**

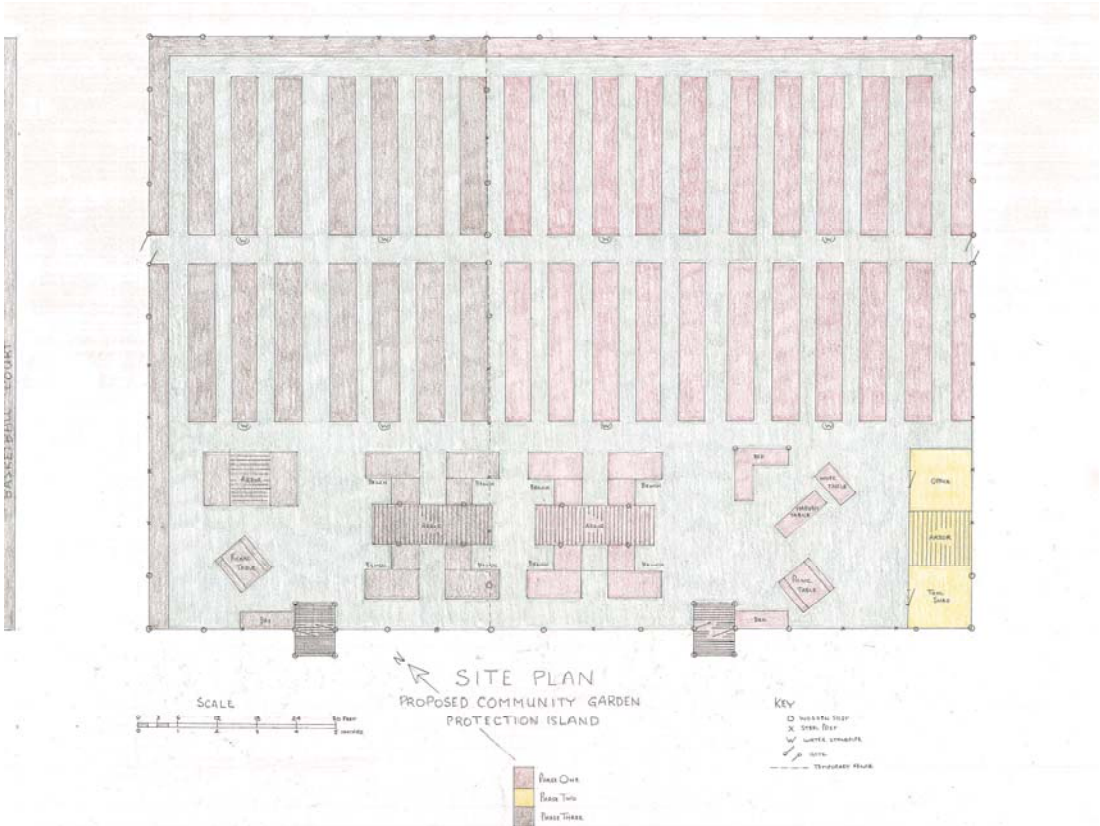
**PHASE 2 (shown in yellow on the plan below)**

CITY CONTRIBUTIONS

Capital (see Appendix #3)	\$2835.18
Administration	_____
Utilities – Water and Sewer	city
- Hydro	city
<b>TOTAL:</b>	<b>\$2835.18</b>

CONTRIBUTIONS BY DIGS

Labour - Construction (see Appendix #4)	\$5440.00
- Committee time	_____
Services – Small barge	500.00
- Trucking	200.00
Membership	630.00
<b>TOTAL:</b>	<b>\$6770 plus time</b>



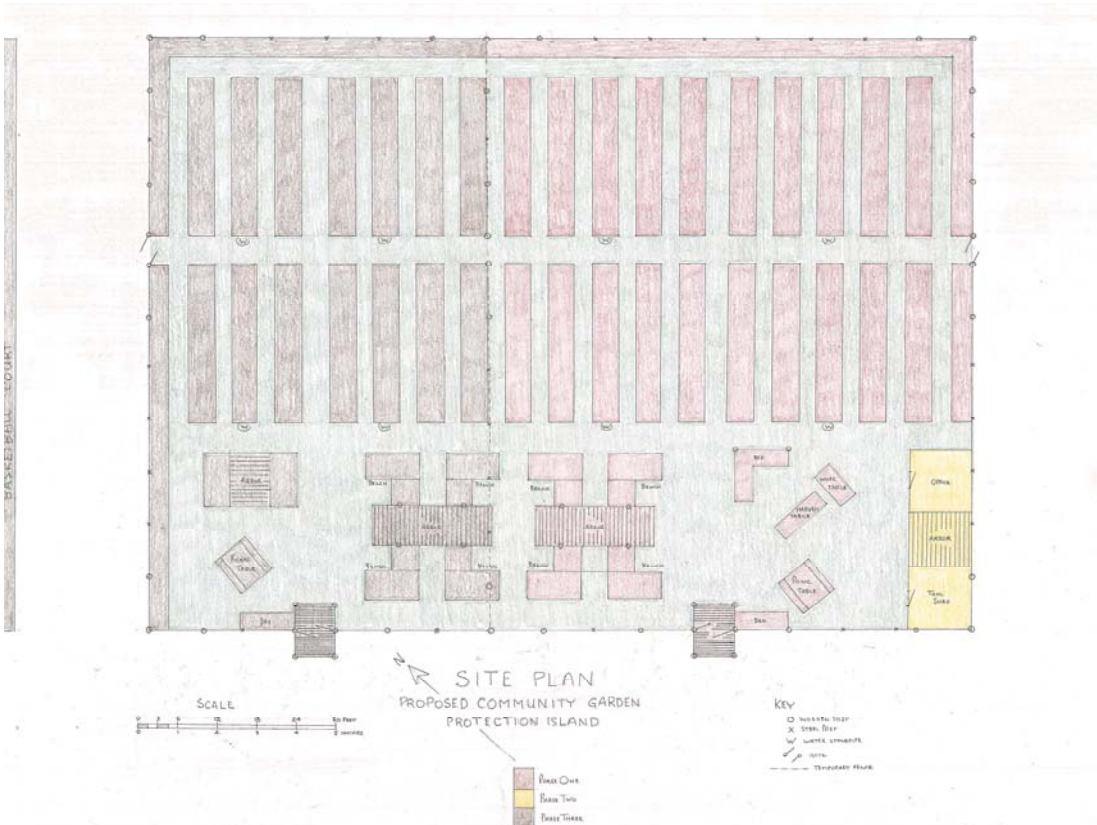
**BUDGET cont.**  
**PHASE 3 (shown in brown on the plan below)**

CITY CONTRIBUTIONS

<b>Capital – Materials (see Appendix #5)</b>	<b>\$ 10,937.55</b>
Administration	_____
<b>TOTAL:</b>	<b>\$10937.55</b>

CONTRIBUTIONS BY DIGS

<b>Labour – Construction (see Appendix #6)</b>	<b>\$4520.00</b>
<b>Services – Small barge</b>	<b>500.00</b>
- Trucking	200.00
Membership	1440.00



## **CONSTITUTION FOR THE DOUGLAS ISLAND GARDEN SOCIETY**

The purpose of the Douglas Island Garden Society is to create a self regulating community garden on Protection Island (a.k.a. Douglas Island) that will promote organic gardening, contribute to community development, foster positive social interaction and increase environmental awareness.

**DOUGLAS ISLAND GARDEN SOCIETY**  
**COMMUNITY GARDEN AGREEMENT 2007**

1. Registration Fees and Allotment Reservation

- Each island resident is entitled to rent a plot if space is available
- Annual allotment fees are \$30 per plot or \$15 per half lot. These fees are non refundable.
- The fee includes frugal use of water but does not include soil amendments (fertilizers)
- Allotment rentals are good for 1 year only (March 1 to Feb.28) And DIGS reserves the right to change location and availability of allotments in future years. DIGS retain the right to refuse to rent allotments if there is just cause.
- All allotment registrations are to be renewed annually by March 1. Registration reminders will be mailed to current gardeners at the beginning of each year. Any plot not registered and the fee not paid by March 1 will be made available to new gardeners.
- Allotments must be cleared of weeds by April 1. Failure to do so will result in the plot being reassigned to another gardener.
- After April 1 current gardeners may rent additional plots if they are available.
- If, for any reason, a renter finds that they cannot care for their garden, they are required to notify the allotment coordinator and make arrangements for the care of their garden during their absence.
- Gardeners registering after Aug.15 for fall and winter gardens pay ½ the annual fee (\$15).

2. Watering

- The rental fee includes the frugal use of water. A gardener must remain in the garden while his/her garden is being watered. Gardeners must monitor their water use to avoid flooding of his/her garden and neighbouring gardens.

3. Planting Restrictions

- a. Only organic methods of growing are permitted - no toxic chemicals, fertilizers, pesticides or herbicides. Gardeners using these items will lose their gardening privileges.
- b. No trees are allowed because of shade and root problems.
- c. No invasive species (eg. bamboo, scotch broom, purple loose-strife)
- d. Care must be taken with hard to eradicate plants such as birdweed and berry vines. If not kept in check they may be treated as weeds.
- e. Tall plants can only be planted where they will not shade neighbouring plots.

4. Smoking

Smoking is not permitted in the garden area. This is a safety issue and a means of preventing the spread of the tobacco mosaic virus.

5. Weeds and Trash

It is the gardener's responsibility to control the weeds and trash in their own plots and adjacent pathways and to clear their plot of trellis and staking material, plastic mulching, decorations and plant debris by April 1.

6. Rebar

Exposed rebar is not allowed for staking or trellising for safety reasons.

7. Pets

Pets are not allowed in the garden.

8. Storage

Storage on site for gardeners' tools or supplies will not be provided. Gardeners must pack what they need in and out.

9. Gates

Gardeners are asked to close all gates when leaving to keep the deer out.

#### 10. Compost and Garbage

A refuse bin (for non organic garbage), a closed or sealed compost bin (for fruits and other organic foodstuffs) and an open compost bin (for leaves, stem and root material) will be available on site. Gardeners are encouraged to recycle their garden wastes in the garden's compost bins.

#### 11. Harvesting

No one may pick another gardener's crop unless he/she has been given permission by that plot user.

#### 12. Cooperation, Community and Volunteer Requirements

a. This project will be more successful if the gardeners work together. In addition to the annual fee gardeners are asked to make a contribution of their time by participating in the following communal

Tasks: i) grass cutting – gardeners will be asked to cut the grass **once** during the season (inside the garden)

ii) spring and fall cleanup

iii) construction tasks and maintenance tasks

iv) watering – gardeners will be asked to water the communal beds once during the season.

b. Conflicts or concerns with other gardeners should be worked out privately. If not, the coordinator will arbitrate.

#### 13. Privacy of Personal Information

All information collected on registration forms will be compiled in a database accessible only to the executive and will be kept confidential. This information will not be lent, rented or sold.

#### 14. Please Remember

The purpose of the community garden is to provide access to land and water in an environment that promotes positive social interaction. Its success is a collective responsibility.

These rules will be reviewed annually and may be improved.

# DOUGLAS ISLAND GARDEN SOCIETY 2007 ALLOTMENT APPLICATION

Gardener: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email: \_\_\_\_\_  
Emergency contact: \_\_\_\_\_

Last year I gardened in plot number: \_\_\_\_  
and this year wish to: \_\_\_\_ share a plot  
\_\_\_\_ change plots  
\_\_\_\_ keep the same plot

This is my first year at the garden: \_\_\_\_ (Y) \_\_\_\_ (N)

I have skills/knowledge in: \_\_\_\_ gardening \_\_\_\_ composting \_\_\_\_ herbs \_\_\_\_ organic gardening  
\_\_\_\_ carpentry \_\_\_\_ music \_\_\_\_ art design \_\_\_\_ event planning \_\_\_\_ fund raising  
\_\_\_\_ coordination/administration \_\_\_\_ other: \_\_\_\_\_

My areas of volunteer interest are (check 1 or more)  
\_\_\_\_ ground maintenance \_\_\_\_ event planning \_\_\_\_ promotion \_\_\_\_ fund raising \_\_\_\_ compost program  
\_\_\_\_ site management

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read, understand and agree to all the terms outlined in  
the Douglas Island Garden Society agreement 2007.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this application to the garden coordinator at  
\_\_\_\_\_

**ADMINISTRATIVE USE ONLY**

\_\_\_\_ membership fee paid Date: \_\_\_\_\_

\_\_\_\_ plot number

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Appendix

**APPENDIX #1****CAPITAL COSTS FOR PHASE 1 (details)**

8 foot steel posts	12 @ \$6.49	\$ 123.31
cedar 4x4	corners	160'
	gates	144'
	allotment beds	4236'
	pyramid bed	344'
	arbour for pyramid	32'
	gate arbour	48'
	gate bed	63'
	L shaped bed	96'
	gate arbour posts	32'
	bed posts	<u>16'</u>
	Total:	5171' @ \$1.40'=\$7239.00
spruce	2X6	
	4 pcs 8' @\$8.48	33.92
	3 pcs 12' @\$12.72	38.16
fencing	3 rolls @ \$93.99	281.97
sod stripper rental	1 day	75.00
soil	57.8 cubic yards @\$25.00	1445.00
6 " nails	4 boxes @\$71.70	286.80
plastic	6mL – 1 roll	55.00
barging – soil		500.00
barging – lumber		500.00
cement	50 bags @ \$5.00	250.00
gate hardware	\$20.00 x 3 gates	60.00
deer wire	1 roll 12 gauge	19.99
staples and clips for fence wire		25.00
garbage pails		20.00
compost bins		50.00
hoses	5/8 x 50' 2@ \$32.50	65.00

TOTAL: \$11048.55

**APPENDIX #2****LABOUR COSTS FOR PHASE 1 CONSTRUCTION**

surveying	8 hrs.
fencing - 14 wooden posts	28
- driving 24 steel posts	8 +
- fastening wire mesh and deer wire	8
removing and stacking sods for 25 beds and barging sod cutter	23
building 25 beds and lining @3 hr. per bed	75
filling beds	24
building 3 gates	24
building compost bins	24

TOTAL: 222 hours

TOTAL COST: 222 X \$20 = \$4440

**COMMITTEE MEETINGS**

1. Nov.	2 members x 2 hours =	4 hours
2. Nov.	6 x 2 hours =	12
3. Dec. 2	6 x 2 hours =	12
4. Jan. 14	6 x 2 hours =	12
5. Jan. 20	6 x 2 hours =	12
6. Jan. 27	6 x 2 hours =	12

TOTAL: 64 hours

TOTAL COST: 64 hours x \$20 = \$1280

**APPENDIX #3****CAPITAL COSTS FOR PHASE 2 (details)**

## SHED MATERIALS

cement blocks	4 @ \$5.99	\$ 23.96
floor	2x6x10 11 @ \$4.50	49.50
flooring	5/8 t+g 4 @ \$24.95	99.80
sill + plate	2x4x10' 12 @ \$3.10	37.20
studs	2x4x8 43 @ \$2.48	106.64
rafters	2x4x8 16 @ \$2.48	39.68
plywood	7/16 MFB 5 @ \$9.45	47.25
tar paper	1 @ \$16.99	16.99
shingles	6 bundles @ \$15.00	90.00
door	1 @ 240.00	240.00
window	1 @ \$100	100.00
nails		_____
door hardware		_____
roof trim	48' 1x4 @ .55'	26.40
	48' 1x2 @ .30'	14.46
siding	4x8' 13 @ \$ 25.99	337.87
delivery charge		60.00
paint		100.00
	TOTAL:	\$1389.69

**10 x 10 SHED ..... \$1389.69**

office	10 x 10	\$1389.69
shed	10 x 10	\$1389.69
arbor	2 x 6 x 12 2 @ \$5.40	10.80
	2 x 6 10 10 @ \$4.50	45.00
	TOTAL:	\$2835.18

**APPENDIX #4**

**PHASE #2: LABOUR COSTS CONSTRUCTION**

moving materials to site		24 hours
shed construction	2 x 100	200 hours
shed painting	2 x 16	32 hours
arbor construction		32 hours

TOTAL: 272 HOURS

TOTAL COST: 272 X \$20 = \$5440.00

## COMMITTEE MEETINGS

8' steel posts	12 @ \$6.49	\$ 77.88
cedar 4x4		
	corners – 80'	
	gates - 48'	
	allotment beds - 3207'	
	pyramid - 448'	
	arbour for bed - 176'	
	gate arbour - 134'	
	gate arbour posts - 32'	
	Total feet: 4125 @ \$1.40' =	\$5775.00
spruce 2x6		
	arbours - 8' - 4pcs@ \$8.48	33.92
	12' - 2pcs@ \$12.72	25.44
tarpaulin - 24x24		57.60
fencing 2rolls @ \$93.99		187.98
soil 68.1 cubic yards @\$25/cubic yard		1702.50
nails 6" 4 boxes @ \$71.70/box		286.80
cement 40 bags @ \$5.00/bag		200.00
plastic 1 roll @ \$55.00		55.00
barging – soil		500.00
barging – lumber		500.00
gate hardware 2 gates x \$20		40.00
deer wire 1 roll 12 gauge		19.99
staples and clips for fence wire		25.00
hoses 5/8 x 50' 2 @\$32.50		65.00



**APPENDIX #6**

**LABOUR COSTS FOR PHASE 3 CONSTRUCTION**

surveying	8 hours
fencing - lifting old posts	8
- driving metal posts	5
- sinking 11 wooden posts	22
- fastening wire mesh and deer wire	8
removing and stacking sod for 28 beds	
barging sod cutter	28
building and lining 28 beds @ 3hours/bed	84
filling beds	28
building 2 gates	16
building compost bins	24

TOTAL: 231 hours

TOTAL COST: 231 X \$20 = \$ 4620

**COMMITTEE MEETINGS**